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**City of Sherwood, Oregon  
Planning Commission  
Work Session Meeting Minutes  
March 11, 2014**

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**Planning Commission Members Present:**

Chair Jean Simson  
Vice Chair James Copfer  
Commissioner John Clifford  
Commissioner Lisa Walker

**Staff Present:**

Julia Hajduk, Community Development Director  
Brad Kilby, Planning Manager  
Kirsten Allen, Planning Dept. Program Coordinator

**Planning Commission Members Absent:**

Commissioner Michael Cary  
Commissioner Beth Cooke  
Commissioner Russell Griffin

**Council Members Present:**

Mayor Bill Middleton

**Legal Counsel:**

None

**1. Call to Order**

Chair Simson called the meeting to order at 7:03 pm.

Brad Kilby, Planning Manager informed the Commission that there were two Planning Commission terms expiring at the end of April 2014 and applications were currently being accepted.

Brad explained that there was a hearing with the Hearings Officer on Monday, March 17, 2014 for Threat Dynamics a firearms training facility. He said it was a permitted use in the zone, but was a Conditional Use Permit because of the retail space requested.

Brad said there were two meetings for the Southwest Corridor Project: March 19, 2014 at the Tigard Town Hall beginning at 6:30 pm and March 20, 2014 at the Tualatin Police Department at 6:00 pm.

Brad passed on that there was a Land Use Board of Appeals (LUBA) decision regarding Washington County's decision the removal of a signal on Tualatin Sherwood Road. LUBA remanded the decision indicating that it was a Land Use action. Discussion followed.

**2. Preparation for Public Workshop**

Brad began the preparation about the workshop by giving out a worksheet for the discussion (see record, Exhibit 1) and went over some of the options for public outreach. Discussion followed.

There was a dialog about how to set up the room to accomplish the purpose of allowing the Planning Commission members to engage with the public to get their views about the subject matter. Brad gave out an example of some of the material that is available to the Commissioners on Plannersweb.com (see record, Exhibit 2) and opened the conversation about the discussion topics for the Public Work Session on April 8, 2014.

### Discussion Topics:

***Medical Marijuana*** – Planning Commission members were aware that this may be a hot topic and wanted to provide rules already placed on dispensaries by the state to the public. A representative from the Police Department will be available at the meeting.

***Sherwood Transportation System Plan Update*** – Brad gave an article about Transportation Plans to the Commission (see record, Exhibit 3) and said Engineering staff will be present to give an overview of the project to the public. Planning Commission members expressed an interest in knowing more about the update before discussing it with the public and a work session with DKS (consultant on the TSP Update) will take place prior to the public meeting.

***Development Code Issues*** (Code Clean up) – Brad provided a list of proposed staff amendments for the development code clean up (see record, Exhibit 4).

Staff secured a list of questions the Commission would like to ask the public and gave direction regarding how a handout or questionnaire might look.

Before adjourning, Chair Simson asked if the public present at the work session had any additional comments. Gene Stewart asked regarding any changes for a Citizen Involvement Plan. Discussion followed that included the possibility of forming sub-advisory groups for code or Comprehensive Plan Updates.

### 3. Adjourn

Chair Simson adjourned the meeting at 8:12 pm.

Submitted by:

Kirsten Allen

Kirsten Allen

Planning Department Program Coordinator

Approval Date:

May 27, 2014